



**Steven L. Beshear**  
Governor

**PERSONNEL CABINET**


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**Nikki R. Jackson**  
Secretary

**MEMORANDUM**

**PERSONNEL MEMO 09-13**

**TO:** Cabinet Secretaries  
Agency Heads  
Human Resource Administrators

**FROM:** Nikki R. Jackson, Secretary 

**DATE:** September 24, 2009

**SUBJECT:** 2009 Health Insurance Benefit Fairs

The Personnel Cabinet has scheduled eighteen (18) health insurance Benefit Fairs throughout the state from October 1 – 15, 2009 (listing of locations is attached). At these Benefit Fairs, employees will be able to meet with representatives of Humana, Express Scripts, Virgin HealthMiles and the Personnel Cabinet's Department of Employee Insurance. Information will be available about the health insurance plans, Health Reimbursement Accounts (HRAs) and Flexible Spending Accounts (FSAs) offered by the Kentucky Employees' Health Plan for the 2010 Plan Year.

Please check the attached schedule for the dates, times and locations of the Benefit Fairs in your area. These Fairs are for the benefit of state employees, as well as employees of local Boards of Education, Health Departments, KCTCS, the KET Foundation, other public employees and eligible retirees in KRS, KTRS, and the Judicial and Legislative Retirement Systems.

Just as we do when Retirement Seminars and Deferred Compensation Expos are held throughout the state, we ask that you allow employees (upon request) up to two hours, with pay, to attend these Benefit Fairs during normal working hours. If employees ask us about attending fairs during working hours, they will be advised that agencies will have to make those decisions on an individual basis and that decisions will be based on required service levels and agency needs.

We encourage you to carefully review any request to attend during work hours and, if possible, allow employees to attend.

Attachment: Benefit Fairs Schedule

## KEHP BENEFIT FAIRS

The dates, times, and locations of this year's eighteen KEHP Benefit Fairs are listed below. Representatives from the Kentucky Department of Employee Insurance (DEI), Humana and Express Scripts will be available at each Benefit Fair to answer any questions you may have about Open Enrollment for 2010. Attend the Benefit Fair closest to you!

This year, certain Benefit Fairs will feature **computer kiosks** for active employees (on a "first-come, first-served" basis) who need assistance (1) using KEHP's new, on-line, pre-enrollment planning tool, the "KEHP Benefits Analyzer"; or (2) enrolling on-line through KEHP's "Web Enrollment" system. Benefit Fairs offering **computer kiosks** are shown below.

**Oct. 1**

**Franklin County**

8:00 a.m. – 6:00 p.m.  
Frankfort Convention Center  
405 Mero Street  
Frankfort, KY 40601

**Oct. 1**

**Boyd County**

2:00 p.m. – 6:00 p.m.  
Boyd County Middle School Theater  
1226 Summit Road  
Ashland, KY 41112

**Oct. 5**

**McCracken County**

2:00 p.m. – 6:00 p.m.  
Western KY Comm. & Tech. College  
Crouse Hall Atrium  
4810 Alben Barkley Drive  
Paducah, KY 42001

**Oct. 5**

**Kenton County**

2:00 p.m. – 6:00 p.m.  
Northern KY Area Development  
District  
22 Spiral Drive  
Florence, KY 41022

**Oct. 6**

**Calloway County**

2:00 p.m. – 6:00 p.m.  
Calloway County Board of Education  
Board Meeting Room  
2110 College Farm Road  
Murray, KY 42071

**Oct. 6**

**Rowan County**

2:00 p.m. – 6:00 p.m.  
Rowan County Board of Education  
Central Office Board Room  
121 East 2nd Street  
Morehead, KY 40351

**Oct. 7**

**Christian County**

2:00 p.m. – 6:00 p.m.  
Christian County Board of Education  
Board Room  
200 Glass Avenue  
Hopkinsville, KY 42240

**Oct. 7**

**Boyle County**

2:00 p.m. – 6:00 p.m.  
Inter-County Energy Cooperative  
1009 Hustonville Road  
Danville, KY 40422

**Oct. 8**

**Hopkins County**

2:00 p.m. – 6:00 p.m.  
Madisonville North Hopkins High  
School Library  
4515 Hanson Road  
Madisonville, KY 42431

**Oct. 8**

**Madison County**

2:00 p.m. – 6:00 p.m.  
Madison Central High School Cafeteria  
705 North Second Street  
Richmond, KY 40475

**Oct. 12 (Computer Kiosks)**

**Floyd County**

2:00 p.m. – 6:00 p.m.  
Prestonsburg Elementary Library  
140 South Clark Road  
Prestonsburg, KY 41653

**Oct. 12 (Computer Kiosks)**

**Pulaski County**

2:00 p.m. – 6:00 p.m.  
The Center for Rural Development  
2292 Highway 27 South  
Somerset, KY 42501

**Oct. 13 (Computer Kiosks)**

**Warren County**

2:00 p.m. – 6:00 p.m.  
Greenwood High School Library  
5065 Scottsville Road  
Bowling Green, KY 42104

**Oct. 13 (Computer Kiosks)**

**Laurel County**

2:00 p.m. – 6:00 p.m.  
G.C. Garland Administration Building  
London Elementary School Campus  
710 North Main Street  
London, KY 40741

**Oct. 14 (Computer Kiosks)**

**Fayette County**

4:00 p.m. – 8:00 p.m.  
Dunbar High School Cafeteria  
1600 Man-O-War Boulevard  
Lexington, KY 40513

**Oct. 14 (Computer Kiosks)**

**Daviess County**

2:00 p.m. – 6:00 p.m.  
Fairfield Inn Conference Room  
800 Salem Drive  
Owensboro, KY 42303

**Oct. 15**

**Jefferson County**

8:00 a.m. – 6:00 p.m.  
Kentucky Fair & Exposition Center  
West Hall Mtg Rooms 1 & 2  
Louisville, KY 40233

**Oct. 15 (Computer Kiosks)**

**Nelson County**

2:00 p.m. – 6:00 p.m.  
Nelson County High Library  
1070 Bloomfield Road  
Bardstown, KY 40004